

## CITY OF SAINT MARYS COUNCIL

## TELECONFERENCE REGULAR MEETING

MAY 18, 2020

**ANNOUNCEMENT**

Mayor Radkowski announced this meeting is a teleconference meeting and will be an "audio only" broadcast on the City Channel - Zito Media 96.2 and live streamed on The River 98.9 website. Citizens were encouraged to provide comments on agenda topics prior to the meeting by emailing [info@stmaryspa.gov](mailto:info@stmaryspa.gov) The Council meeting agenda and minutes can be found on the City's website [www.stmaryspa.gov](http://www.stmaryspa.gov) under the City Council tab.

**CALL TO ORDER**

The regular monthly Council meeting of the City of Saint Marys was called to order by Mayor Louis Radkowski on Monday, May 18, 2020 at 7:00 p.m. The meeting was held via a teleconference. Notice of this meeting was sent to Council on May 14, 2020, posted at City Hall and published in the Daily Press with the above-mentioned directions for public comment.

**PLEDGE TO THE FLAG****ROLL CALL**

Mayor Louis Radkowski, Deputy Mayor Chris Pletcher, Andrew Mohney, Margie Brown, Bob Roberts, Joe Fleming, Gina Vrobel, Manager Timothy Pearson, Recording Secretary Lorrie Levenduski and Solicitor Tom Wagner.

City Staff: Hannah Brock, HR Specialist and PR Officer, and Tina Gradizzi, Community & Economic Development Coordinator.

**VISITORS**

Greg Gebauer, Emergency Management Coordinator also dialed in to the meeting.

**APPROVAL OF MINUTES**

April 20, 2020 – Regular  
Teleconference Meeting  
Motion Passed

Chris Pletcher made a motion to approve the April 20, 2020 minutes, seconded by Margie Brown and all were in favor.

**REPORT ON EXECUTIVE SESSION**

An Executive Session was held on April 20, 2020 regarding legal matters. No decisions were made.

**CITIZEN COMMENTS ON AGENDA TOPICS**

There were no citizen comments received on agenda topics.

**MANAGERS REPORT**

Manager Pearson provided the following report:

- The resurfacing bid was on hold and waiting for confirmation of the PIB loan from Harrisburg
- He will provide a full brief to Council in June on the downtown park but provided the following information:
  - Reviewed the completed work to date
  - NPDES permit is in the 30-day public comment period
  - DEP and Corps of Engineers permit was approved and also pending the 30-day public comment period
  - He anticipated a bid process for the demolition of the buildings on Depot Street in June or July
  - The fitness court is pending installation
  - The goal was to be ready for the Bavarian Fall Fest in September
  - He was working with a sponsor for the water fountain feature
  - A grant application for the restrooms was on

## TELECONFERENCE REGULAR MEETING

MAY 18, 2020

tonight's agenda

- The options for the stage were still being reviewed

**TREASURER'S REPORT**

Manager Pearson provided the following Treasurer's Report for April 30, 2020:

Total revenue for the General Fund as of the end of April, 2020 is \$1.67M or 23% of budget. For 2019 it was \$1.6M and 22%; for 2018 it was \$1.56M and 24% and 2017 was \$1.6M and 25% of budget.

Total expenditures as of the end of April, 2020 were \$2M and 27% of budget, for 2019 it was \$1.87M and 26%; for 2018 it was \$1.75M and 27% and for 2017 it was \$1.6M and 25% of budget.

As of the end of April the City collected 19% of the current Real Estate Tax Revenue, same as last year and for 2018 and in 2017 it was 22.6% and in 2016 it was 20%.

Earned Income tax collected as of 4/30/20 is \$634,374 up from last year of \$511, 265; and for 2018 it was \$467,332; 2017 the City collected \$484,443 and in 2016 collected it was \$476,935.

As of May 12th, of this year the City collected \$3,310,353 in current real estate taxes and last year we collected \$3,382,246. Total outstanding current real estate taxes as of 5/12/2020 were \$702,172 and as of 5/10/19 total outstanding current real estate taxes were \$641,358.

The Finance Committee will be reviewing the impact on the Earned Income Tax figures due to the pandemic and local layoffs. The finding will be presented to Council at the June meeting.

**LEGISLATIVE ACTION:****EM Committee Structure**

Manager Pearson explained Council had recommended the appointment of Greg Gebauer as the new Emergency Management Coordinator. The appointment process is pending approval by PEMA and then the Governor. As part of this transition, the Emergency Management Committee structure needed to be clarified. When the Emergency Management Committee was originally formed the mission was to appoint a new coordinator. Since then, the committee has established a structure and as it is a committee of Council their approval is necessary.

**Mission:** This committee will be an advisory board for the Emergency Management Coordinator in the execution of his duties.

**Membership:** The membership of the committee will be manned and filled as follows;

- Emergency Management Coordinator: Appointed Official Position
- Mayor: Elected Official Position
- Deputy Mayor: Appointed by City Council
- Council Rep: Appointed by City Council
- Police Chief: Appointed by the City
- Fire Chief: Appointed by the Crystal Fire Department
- Elkland Search and Rescue Chief: Appointed by Elkland Search and Rescue

**CITY OF SAINT MARYS COUNCIL  
TELECONFERENCE REGULAR MEETING**

**MAY 18, 2020**

- St. Marys Ambulance Rep: Appointed by the St. Marys Ambulance
- Elk County EMS Rep: Appointed by Elk County EMS
- City Manager: Appointed Official

EMA Structure: The Emergency Management Committee shall have the authority to adopt rules and regulations for the internal management of its affairs, including the appointments of assistants and deputies or other necessary administrative staff.

Greg Gebauer explained the history and background of the coordinator position. He noted the position was to assist for the planning for potential emergencies and to work with the local officials based on a declaration of an emergency.

He explained he intended to format the committee similar to other emergency services with two deputies. (Deputy and Assistant Coordinator) The deputies would preferably have EMS experience and background. The deputies would be appointed by the coordinator if Council approved the above listed structure and Council would be notified of their qualifications and the appointments.

Margie Brown made a motion to approve the Emergency Management Committee and structure, seconded by Joe Fleming and all were in favor.

Consider for adoption:  
Resolution No. 20-09,  
Greenways Trails and Recreation  
Grant Application for the  
development of the downtown  
event park

Resolution No. 20-09, Greenways Trails and Recreation Grant Application in the amount of \$100,000 for the development of the downtown event park was presented for adoption.

Tina Gradizzi explained the CDBG funds may be modified for current funding or a proposal may be presented for the match of 15 percent in the amount of \$15,000.

Motion Passed

Andrew Mohny made a motion to adopt Resolution No. 20-09 seconded by Margie Brown and all were in favor.

Award of Bids:  
Dust Control

Manager Pearson stated the following bids were opened on April 23<sup>rd</sup>, 2020 for the annual supply of dust control:

	E2/E3	MC70/MC30
Jefferson Paving, Brookville, PA	\$2.15	\$3.10
Midland Asphalt Materials, Bloomsburg, PA	\$2.07	\$2.98
Suit-Kote	\$1.91	\$2.92

It was recommended to award Suit-Kote of Watkins Glen New York, E2/E3 bid (\$1.91) and MC70/MC30 bid (\$2.92) as lowest bidder.

Motion Passed

Margie Brown made a motion to award the bids as recommended, seconded by Bob Roberts and all were in favor.

Stone

Manager Pearson stated the following bids were opened on April 23<sup>rd</sup>, 2020 for the yearly supply of stone:

## TELECONFERENCE REGULAR MEETING

MAY 18, 2020

## New Enterprise, Winfield, PA

2a Limestone Color	\$24.95
#3 Limestone	\$27.20
1b Limestone	\$30.20
2b Limestone	\$27.45
Driving Surface Aggregate	\$29.45
Native Pit Stone	No Bid

## G.O. Hawbaker, State College, PA

2a Limestone Color	\$25.94
#3 Limestone	\$28.94
1b Limestone	\$33.94
2b Limestone	\$28.94
Driving Surface Aggregate	\$32.94
Native Pit Stone	No Bid

## IA Construction, Franklin, PA

2a Limestone Color	\$35.20
#3 Limestone	No Bid
1b Limestone	\$40.70
2b Limestone	\$37.20
Driving Surface Aggregate	No Bid
Native Pit Stone	No Bid

## Bucktail Excavators, St. Marys, PA

2a Limestone Color	\$18.97
#3 Limestone	\$22.82
1b Limestone	\$25.47
2b Limestone	\$22.67
Driving Surface Aggregate	\$25.92
Native Pit Stone	\$14.50

## Woodland Equipment, Woodland, PA

2a Limestone Color	\$18.38
#3 Limestone	\$21.34
1b Limestone	\$24.59
2b Limestone	\$22.34
Driving Surface Aggregate	\$24.97
Native Pit Stone	No Bid

## JM Delullo Stone, Kersey, PA

2a Limestone Color	\$19.85
#3 Limestone	\$22.85
1b Limestone	\$26.40
2b Limestone	\$22.05
Driving Surface Aggregate	\$26.40
Native Pit Stone	No Bid

## Vollmer Tar &amp; Chip, St. Marys

2a Limestone Color	\$20.52
#3 Limestone	\$25.55
1b Limestone	\$25.98
2b Limestone	\$26.48
Driving Surface Aggregate	No Bid
Native Pit Stone	No Bid

**CITY OF SAINT MARYS COUNCIL  
TELECONFERENCE REGULAR MEETING**

**MAY 18, 2020**

It was recommended the bids be awarded as follows:

2a Limestone Color – Woodland Equipment- \$18.38

#3 Limestone - Woodland Equipment - \$21.34

1b Limestone - Woodland Equipment - \$24.59

2b Limestone - JM Delullo Stone Sales- \$22.05

Driving Surface Aggregate - Woodland Equipment - \$24.97

Native Pit Stone – Bucktail Excavators – 14.50

Motion Passed

Deputy Mayor Chris Pletcher made a motion to award the stone bid as recommended, seconded by Margie Brown and all were in favor.

Golf Authority Loan Deferment

Mayor Radkowski requested to add item E. Council liaison for the Golf Authority and there was no opposition to the addition.

Manager Pearson explained the Golf Authority was requesting Council approve a loan deferment with Northwest Savings Bank. The deferment was being offered due to the COVID-19 pandemic. The deferment was for the May, June and July loan payments. This is for the loan that the City had made payments on in 2019 for the Golf Authority. Due to the golf course not opening on time per COVID-19 restrictions and in anticipation of a request to pay additional payments in 2020 it was recommended to approve the loan deferment.

Solicitor Wagner explained he had added provisions in the agreement since the deferred payments would be added to the end of the loan as a lump sum payment. The provision would require the Golf Authority to make arrangements to refinance the remaining balance so the City would not be required to make those three remaining payments.

It was noted a Council designee for the Golf Authority would help ensure the Authority is making financially responsible decisions.

Motion Passed

Bob Roberts made a motion to approve the loan payment deferral agreement for the Golf Authority, seconded by Joe Fleming and all were in favor.

Council Liaison for the Golf Authority (added to agenda)

Mayor Radkowski explained that Councilman Bob Roberts had offered to help with the Golf Authority to streamline and coordinate communications with the Authority.

Bob Roberts noted he wanted to foster the relationship that is necessary between Council and the Authority. The Authority would then direct the Golf Association as necessary.

Motion Passed

Joe Fleming made a motion to appoint Bob Roberts as the Council liaison for the Golf Authority, seconded by Margie Brown and all were in favor.

**TOPICS FOR DISCUSSION:  
COVID-10 VIRUS  
UPDATES/ACTIONS**

Mayor Radkowski explained provided the following update on COVID-19:

North Central task force has met 3-4 times and it was a good opportunity to interact with other local officials across the region. Discussions were held regarding how to increase testing capacity in the area, how to track those statistics and how to provide testing locally without the assistance of the state. Other counties had noted their frustration with their PPE orders that

## TELECONFERENCE REGULAR MEETING

MAY 18, 2020

were designated for nursing homes, and other emergency services in the area being routed to other areas of the state. They also discussed how to move forward locally and obtain statistics from the Governor for the green phase status. Council had received a copy of a letter that was sent to the Governor on May 14, 2020 signed by himself, Ridgway Borough Council President and the Elk County Commissioners requesting the statistics and information to move our area to the green phase designation. He noted he was frustrated that no response was received from the Governor. Another letter was prepared which also added signatures from the Johnsonburg Borough President, Bradford Mayor, Fox Township Supervisor, Ridgway Township Supervisor and the Jefferson County Commissioners and would be sent May 20<sup>th</sup>, 2020. This second letter expressed the frustration with the lack of response and answers. The media was notified of the letters and he was hopeful it would bring some attention to the requests. Currently, the media seemed to be focused on the counties that were going against the Governor's orders in an aggressive and public manner.

The bi-weekly COVID-19 teleconference meetings that began in March were continuing and were providing updates. Ridgway had announced they were opening their parks and pool for the summer and St. Marys was still awaiting further guidance for those openings.

To date, Elk County has only six positive COVID-19 cases and one death listed on the PA Department of Health website. (Note: The one death was removed after this meeting due to the residency of the patient not being St. Marys)

Margie Brown noted she appreciated the letters to the Governor and that they were not a rebellious tone and had a level of civility. She stated there were concerns with what happens when we "open up", how it was impacting our local economy and the willingness of compliance as we move forward with a change to the green phase.

Mayor Radkowski explained there was confusing messages regarding the change to the green phase.

Tina Gradizzi explained she had sent emails and had phone calls with Congressman GT Thompson's office regarding the CDBG funding and changing or waiving the LMI restrictions during this pandemic. She was also exploring a waiver process for businesses while we stay in the yellow phase in Elk County, but while we have a low case count.

Mayor Radkowski thanked Ms. Gradizzi and noted the importance of her efforts and how it would help our local businesses.

Manager Pearson noted the Recreation Board was still working through the lack of guidance on the reopening of the parks and pool.

Andrew Mohny noted the events of the non-profits have been heavily affected by this pandemic.

Margie Brown asked how could citizens obtain assistance with food and other needed services and Mayor Radkowski

**CITY OF SAINT MARYS COUNCIL  
TELECONFERENCE REGULAR MEETING**

**MAY 18, 2020**

responded guidance was provided on the City's website and Dickinson Mental Health has established a help line and the United Way has a help line that provides a variety of local resources.

**ANNOUNCEMENTS**

Mayor Radkowski made the following announcements:

- Council's next regular meeting will be held on Monday, June 15, 2020, at 7:00 p.m.
- Council will adjourn to an Executive Session regarding legal matters.

**ADJOURNMENT**

Margie Brown made a motion to adjourn the meeting, seconded by Chris Pletcher. Meeting adjourned at 8:10 p.m.

  
\_\_\_\_\_  
Recording Secretary

  
\_\_\_\_\_  
Mayor